



Job title: **Translator**

Purpose: To help newly arrived refugees understand and communicate information during the resettlement process.

Location: 4615 Philips Hwy 32207

Responsibilities: Facilitate oral and written communications between the refugees and LSS case managers and representatives of other agencies (i.e. Social Security Administration, DMV, schools).

Reports to: Volunteer Coordinator

Works with: Case management staff

Length of commitment: 3 months

Time commitment: 1-2 hours per session. Sessions can be scheduled around interpreter's schedule, during normal business hours (M-F, 9 am – 5 pm). Some sessions will be at LSS offices; some at refugees' homes; some at other agency offices. During in office and home visits, a member of LSS staff will always accompany the interpreter.

Qualifications: Fluency in Spanish, Arabic, Dari, Pashtoo, Kinyarwanda, Swahili or Burmese (Karen and Chin dialects)

Support provided: Training, staff support